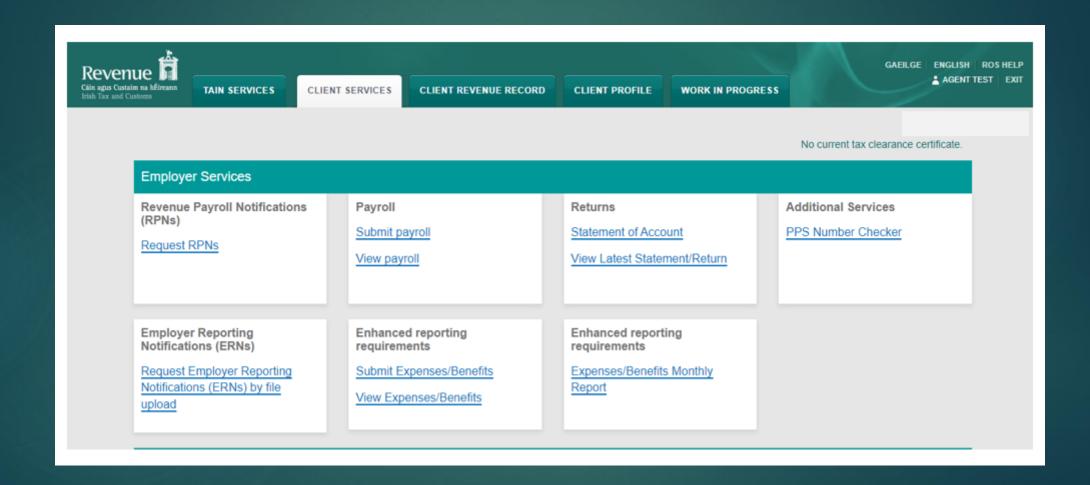
Enhanced Reporting Requirements



The information in this document is provided as a guide only and is not professional advice, including legal advice. It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

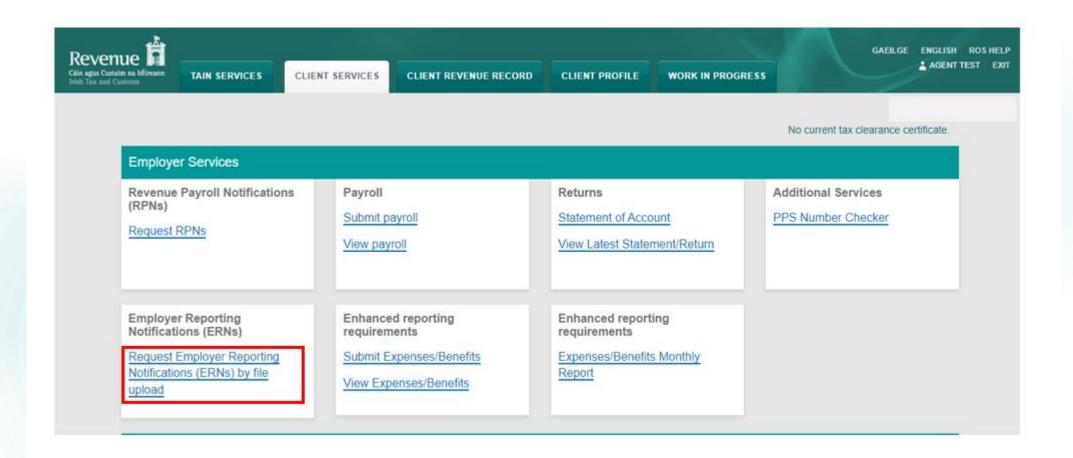
Draft Enhanced Reporting ROS Screens



Draft Enhanced Reporting ROS Screens

Request Employer Reporting Notification(ERNs)
by file upload

Request ERNs by file upload



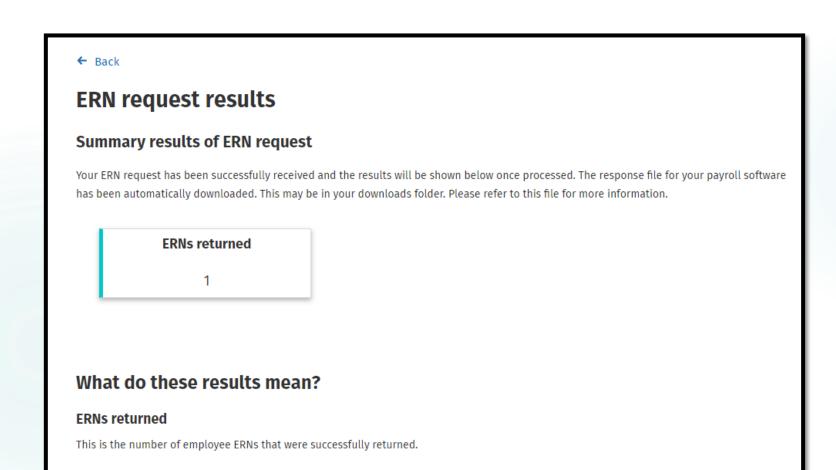
Request ERNs by file upload

Request ERNs by file upload

Upload your request file to automatically retrieve, in a downloadable file, ERNs for your existing or new employees. Your request file must be in either JSON or XML format.

Sign and Submit

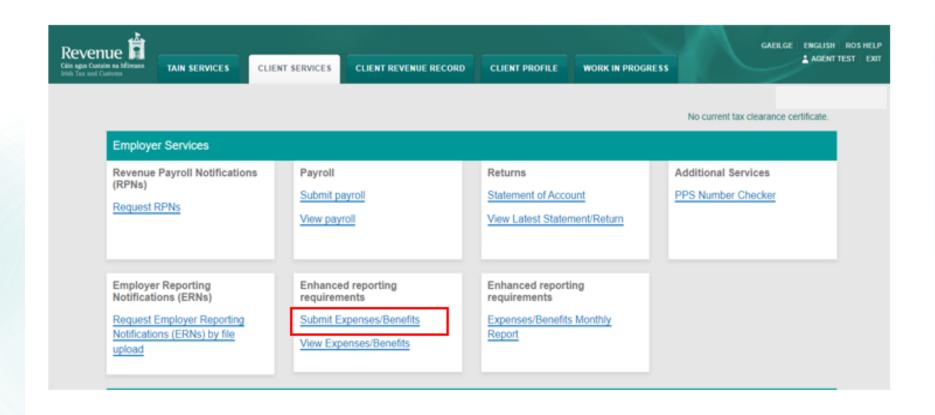
Request ERNs by file upload



Draft Enhanced Reporting ROS Screens

Submit expenses and benefits by:

- File upload
- Online form



Draft Enhanced Reporting ROS Screens

Submit expenses and benefits by file upload

Enhanced Reporting Requirements

← ROS homepage

Submit Expenses/Benefits

Upload expense(s)/benefit(s) file

If your software produces a file with your expense/benefit details, you can upload it here. Your file must be either in JSON or XML format.

Submit expense/benefit by file upload

Complete online form

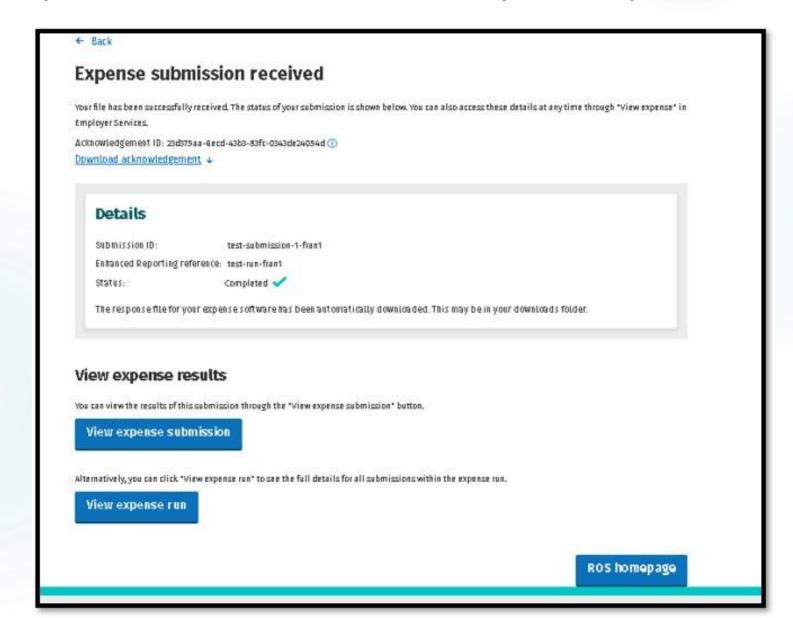
If you do not have a file to upload, you can manually enter your expense/benefit details by using our online form.

Submit expense/benefit by online form

Submit expense/benefit by file upload

You can upload your expense/benefit submission file here. File must be in either JSON or XML format.
<u>Learn more</u> ₹
Q Browse files
No files selected
Digital certificate
This request must be signed using your ROS Digital Certificate
Password

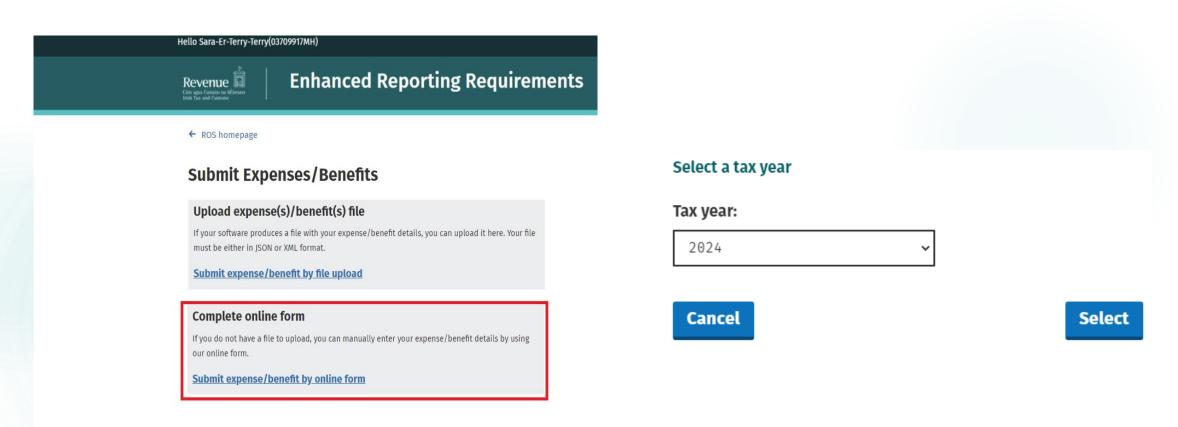
Sign and Submit



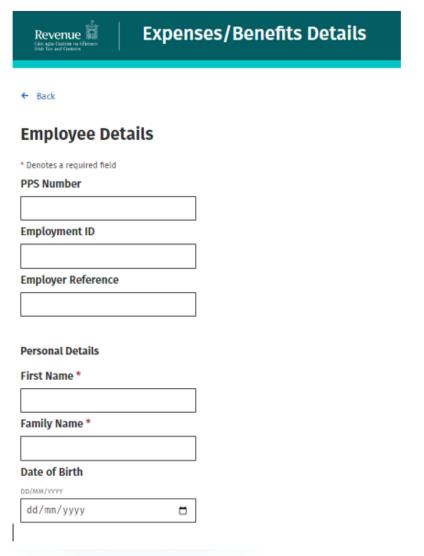
Draft Enhanced Reporting ROS Screens

Submit expenses and benefits by online form

The following slides show the flow when submitting an online form



My employee is not on the list →



Address Details
Address Line 1
Address Line 2
County
Eircode
Country
Select a country ✓
Next →

- Depending on the information available the user will have to complete different fields when submitting a claim
- Where a PPSN or employment ID are not available the following fields are completed.
- >>Employer reference>> Personal Details>> Date of Birth and Address details
- Where the PPSN and employment ID are available the following fields are completed
- >>Employee details and Personal details



Enhanced Reporting Requirements

Expense/Benefit Details

	Expense/Benefit Details
* Denotes a required field	Category *
Employee Details	Travel and Subsistence 🗸
Employee Name	Sub Category *
Patrick Star	Travel Vouched ~
PPS Number	Amount/Value *
	50.00
Employment ID	Date Of Payment/Benefit *
	DD/MM/YYYY
Employer Reference	26/06/2023
123	Save →



Your expense/benefit has been added and is ready to be submitted.

You can submit it on the expense/benefits submission screen. Would you like to add another expense/benefit for this employee?

Yes, add another expense/benefit for this employee

Continue



Enhanced Reporting Requirements

Submission items

The following items are ready for submission. Add another expense/benefit by clicking the 'Add new expense/benefit link'.

PPS Number \$	Employee Name	Employment	Employer Reference	Date of Payment/Benefit	Amount/Value 🌲	Category	Sub- Category	Actions	\$
	Patrick Star		123	01/01/2024	€50.00	Travel and Subsistence	Travel Vouched	Amend Delete	
Showing 1 to 1	of 1 entries						Previous	1 Ne	xt

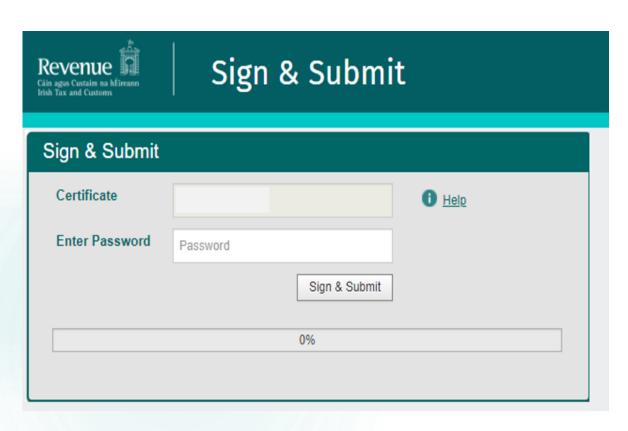
Add new expense/benefit

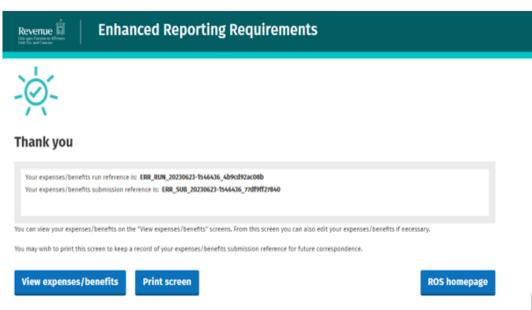
I confirm these details are correct

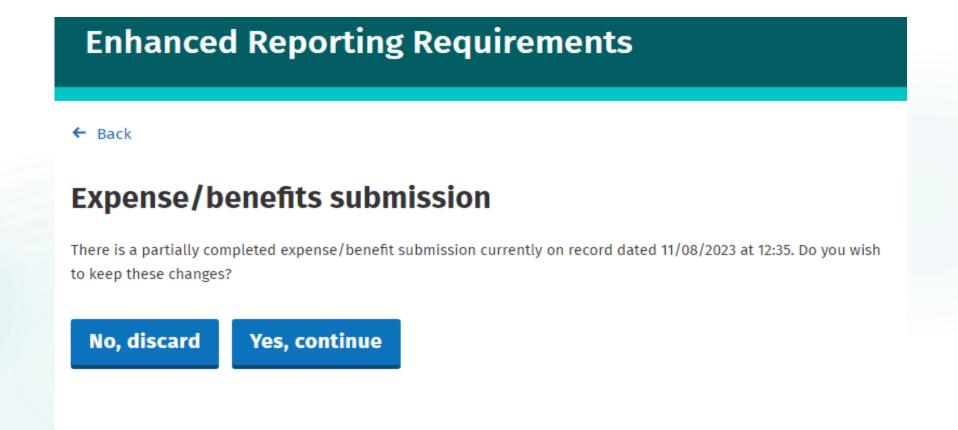
Search:



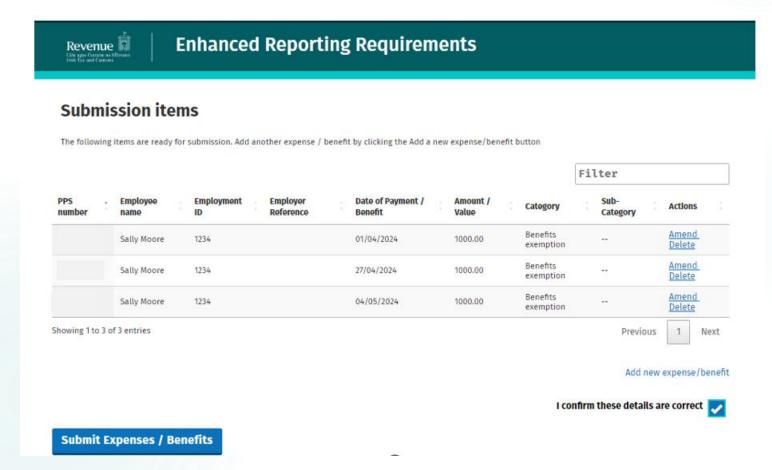
Submit Expenses/Benefits





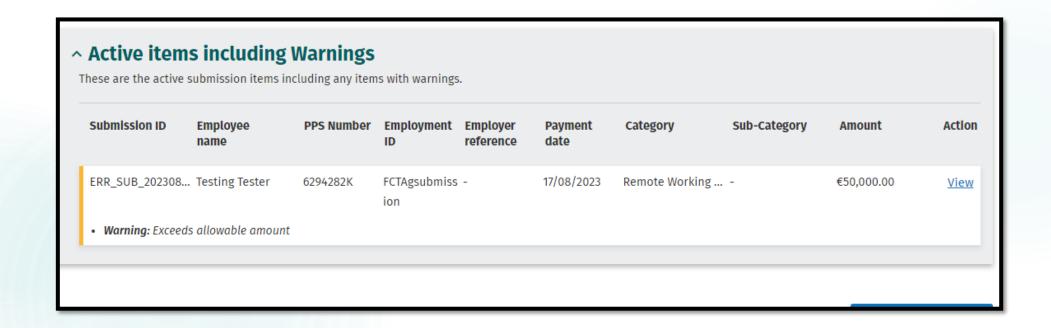


The above message will display when the employer next logs on if they did not complete the submission. They will have the option to discard or accept the submission.



Submission ID	Employee name	PPS Number	Employment ID	Employer reference	Payment date	Category	Sub-Category	Amount	Action
	Testing Tester tion can not exceed 2 of Benefit can not exc		FCT er tax year	-	17/08/2023	Small Benefit Exe	-	€200.00	View
	Testing Tester tion can not exceed 2 of Benefit can not exc		FCT er tax year	-	17/08/2023	Small Benefit Exe	-	€5,000.00	Viev
	. Testing Tester tion can not exceed 2 of Benefit can not exc		FCT er tax year	-	17/08/2023	Small Benefit Exe	-	€300.00	Viev

A warning will be returned where more that 2 small benefits are entered.

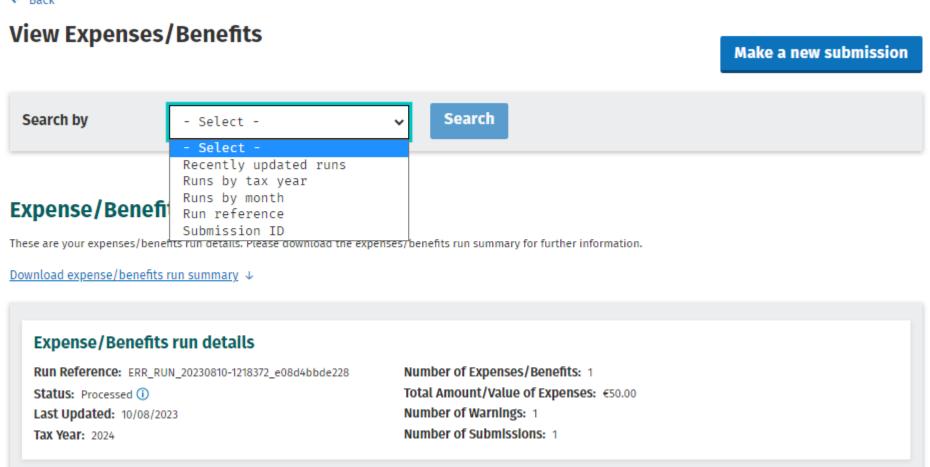


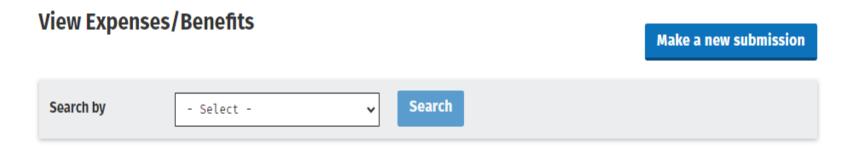
A warning will be returned where the allowable amount has been exceeded for Remote Working Daily Allowance.

Draft Enhanced Reporting ROS Screens

ROS Display expenses and benefits to Employer

← Back

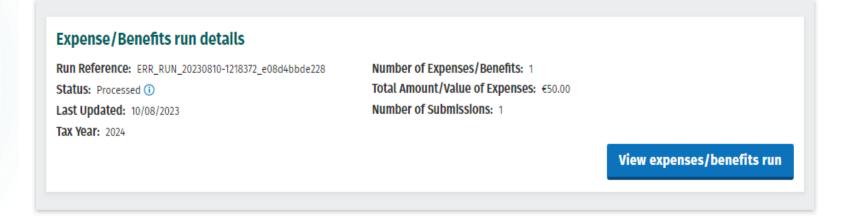


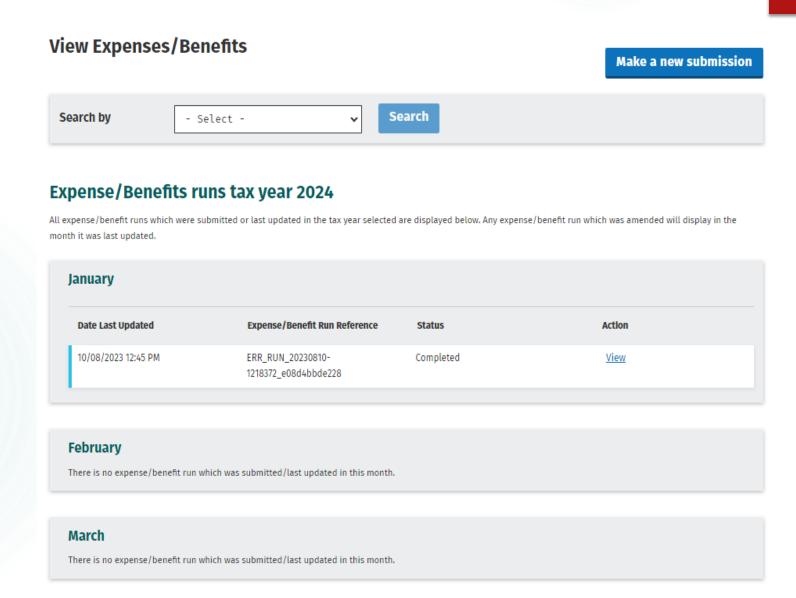


Recently updated runs

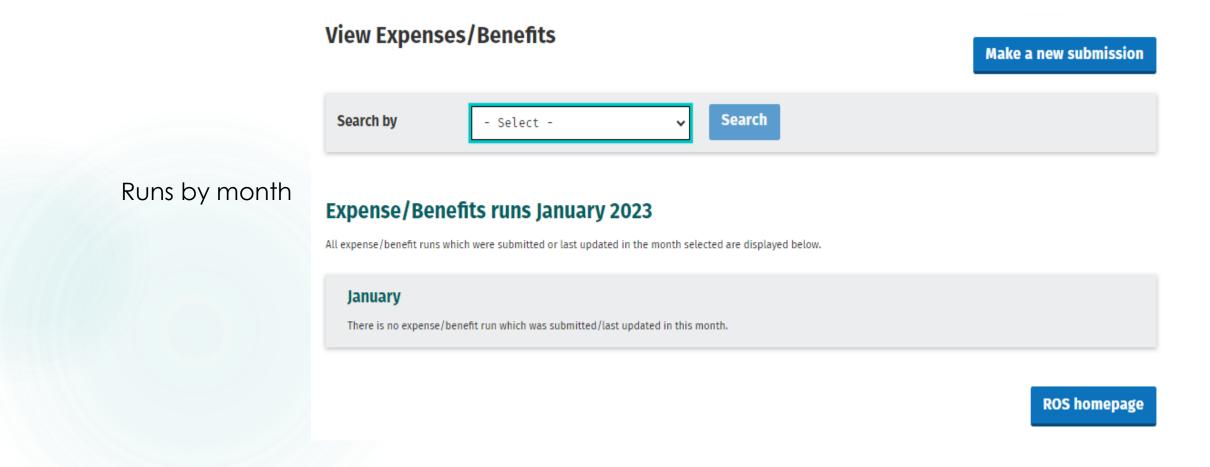
Recently updated runs

The following expenses/benefits runs were recently submitted/updated. If your recent submission is not shown below, please search using the expense/benefit run reference or by period. Please do not resubmit your expense.





Runs by tax year



10/08/2023

12:45 PM

ERR_SUB_202308... 1

View Expenses/Benefits Make a new submission Search by Search - Select -~ **Expense/Benefits run** These are your expenses/benefits run details. Please download the expenses/benefits run summary for further information. Download expense/benefits run summary ↓ Expense/Benefits run details Run Reference: ERR_RUN_20230810-1218372_e08d4bbde228 Number of Expenses/Benefits: 1 Total Amount/Value of Expenses: €50.00 Status: Processed (i) Last Updated: 10/08/2023 Number of Warnings: 1 Number of Submissions: 1 Tax Year: 2024 ^ Recent Submissions Date submitted Submission ID Additions Corrections Deletions Invalid Amount Status (i) Action Items

0

€50.00

Completed

View

By run reference

By Submission ID

Expense/Benefit Submission

These are the results from your expense/benefit submission. Please download the response file for further information.

Download expense/benefit submission response ↓

Submission results

Run Reference: <u>ERR_RUN_20230523-0921435_467b6f8d2063</u>
Submission ID: <u>ERR_SUB_20230523-0921435_0c8b655db28d</u>

Status: Completed (1)

Date Submitted: 23/05/2023

Tax Year: 2023

Submission items

Additions: 1 Corrections: 0 Deletions: 0 Invalid: 0

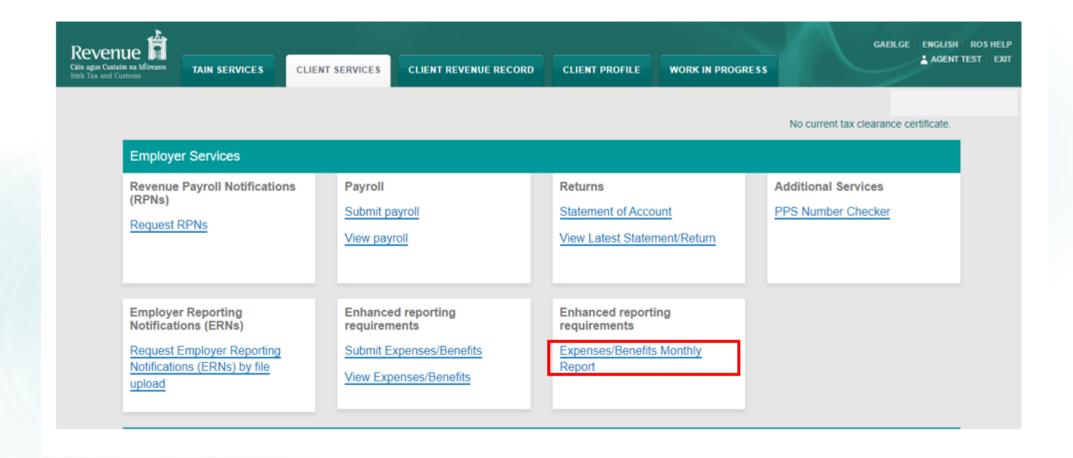
^ Additions These items were a	S dded to the expense/b	enefit run and are	included in the to	tal amount for this	submission.			
Employee name	PPS Number	Employment ID	Employer reference	Payment date	Category	Sub-Category	Amount	Action
Test Tester	3243352P	Frantest	-	01/01/2023	Travel and Subsis	Travel Vouched	€1,000.00	<u>View</u>

ROS homepage

Draft Enhanced Reporting ROS Screens

Display Expense/Benefit monthly report

Draft Expense/Benefit Monthly Report



Draft Expense/Benefit Monthly Report



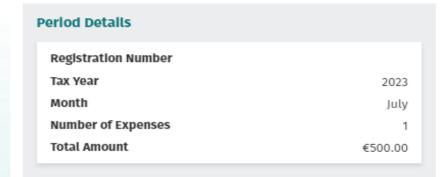
Draft Expense/Benefit Monthly Report

Your Expenses/Benefits Monthly Report



This report will not be saved. If you wish to maintain a copy you will need to select the print option. Only Expenses/Benefits with pay dates in the requested month are included in the totals.

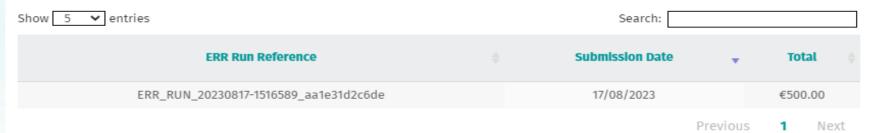
This information is accurate as of 17/08/2023.





Enhanced Reporting Run Reference Details

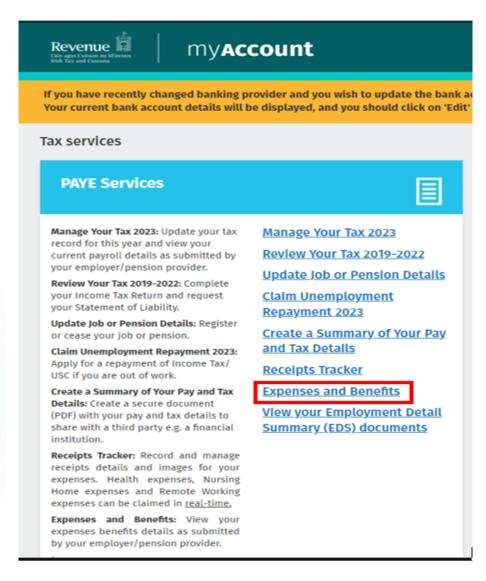
Run references with Expenses/Benefits submitted with pay dates in the requested month are shown below. Run references may contain submissions for multiple months.



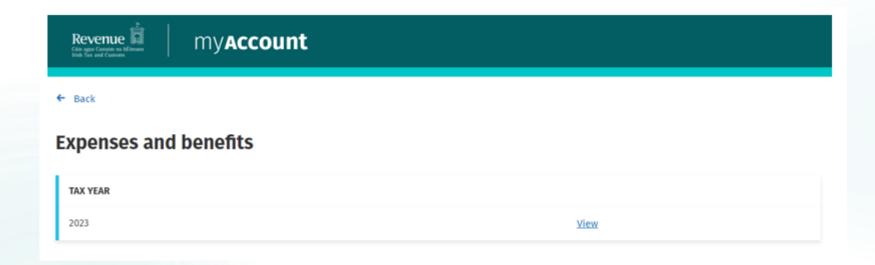
Draft myAccount screens

Display expenses and benefits to Employee

Draft myAccount screen

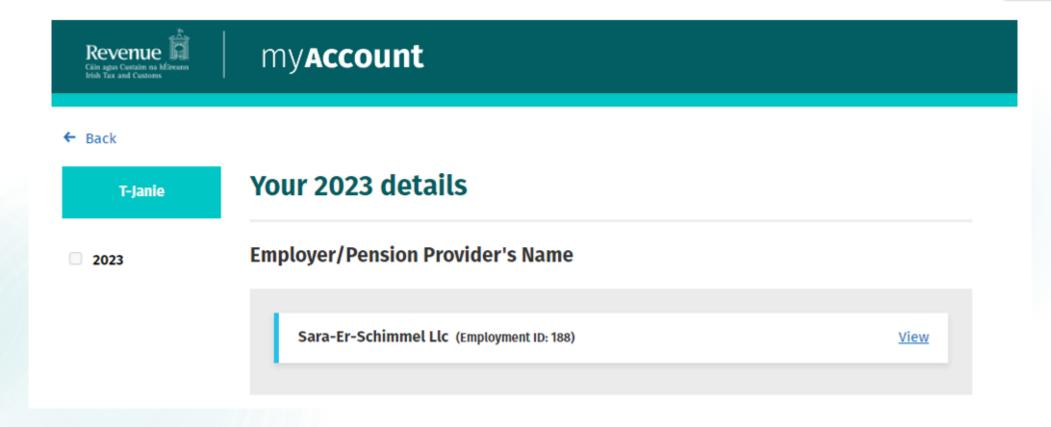


Draft myAccount screen

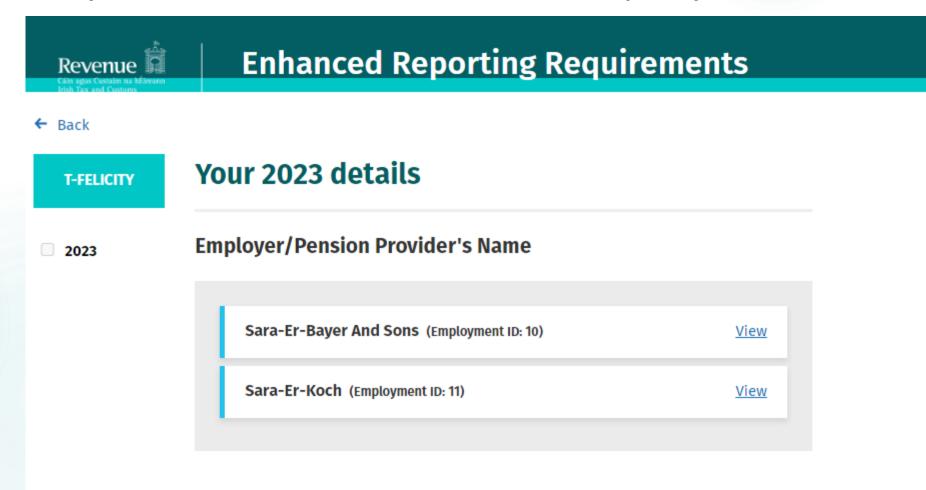


The employee will be able to view all expense/benefits submitted by the employer by clicking on view

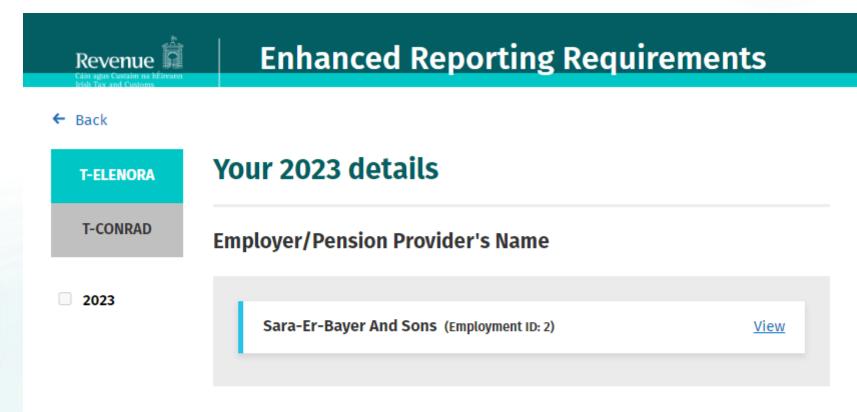
Draft myAccount screen: 1 employment



Draft myAccount screen: Two employments



Draft myAccount screen: Joint Assessed



Draft myAccount screen: View employer/pension provider

Expenses and Benefits reported by the following employer/pension provider

The expenses and benefits shown reflect the information submitted by your employer/pension provider.



Expense and Benefit details

These are your expenses and benefits details for the selected tax year. If you have any queries regarding the details reported below, please contact your employer/pension provider in the first instance. If you continue to have concerns regarding the details reported, please contact Revenue through MyEnquiries.

Expense and Benefit list				
Payment date	Category	Sub-Category	Amount	Action
17/08/2023	Travel and Subsistence	Travel Vouched	€100.00	<u>View</u>
17/08/2023	Travel and Subsistence	Travel Unvouched	€300.00	View

Draft myAccount screen: multiple expenses/benefits

Expenses/Benefits reported by the following employer/pension provider

The expenses/benefits shown reflect the information submitted by your employer/pension provider.

Employer/Pension Provider's Details

Employer/Pension Provider's Name
Sara-Er-Bayer And Sons

Employer/Pension Provider's Registration Number

Employment ID

Expenses/Benefits Details Year to Date

Travel and Subsistence

Remote Working Daily Allowance

€5.50

€200.00

Expenses/Benefits details

These are your expenses/benefits details for the selected tax year. If you have any queries regarding the details reported below, please contact your employer/pension provider in the first instance. If you continue to have concerns regarding the details reported, please contact Revenue through MyEnquiries

nses/Benefits List				
Payment date	Category	Sub-Category	Amount	Action
18/08/2023	Travel and Subsistence	Travel Vouched	€130.00	<u>View</u>
18/08/2023	Travel and Subsistence	Subsistence Vouched	€50.00	<u>View</u>
11/08/2023	Remote Working Daily Allowance	-	€5.50	<u>View</u>
22/08/2023	Travel and Subsistence	Travel Vouched	€20.00	<u>View</u>